

LITTLE TRAVERSE BAY BANDS  
OF ODAWA INDIANS  
ECONOMIC DEVELOPMENT COMMISSION  
MINUTES  
OCTOBER 8, 2005

GOVERNMENTAL COMPLEX  
HARBOR SPRINGS, MICHIGAN

Meeting called to order by Chair Kishigo at 10:03 am.

Bkwenenjige by Chair Kishigo and invocation by Commissioner Dyer-Deckrow.

Roll call:

Present: Cheryl Kishigo, John Bott, Patricia Dyer-Deckrow, Michael Givens and  
Laura Blumberg

Quorum established.

Staff: Carrie Carlson, Enterprise Accountant  
Susan A. Swadling, Economic Development Assistant  
Theresa Keshick, Economic Development Research Assistant

Guest: Jim McKeith, Great Lakes Petroleum  
Mike Mankin, Jr., Mankin Fish

Election of officers

Chair

Commissioner Bott nominated Commissioner Kishigo as Chair, seconded by  
Commissioner Dyer Deckrow, nomination was accepted.

Vice-Chair

Commissioner Dyer-Deckrow nominated Commissioner Bott as Vice-Chair,  
seconded by Commissioner Blumberg, nomination was accepted.

Treasurer

Commissioner Bott nominated Commissioner Dyer-Deckrow as Treasurer,  
seconded by Commissioner Givens, nomination was accepted.

Secretary

Commissioner Bott nominated Commissioner Givens as Secretary, seconded by  
Commissioner Blumberg, nomination was accepted.

Motion made by Commissioner Bott to elect Commissioner Kishigo as Chair for the next  
one year term by acclamation, supported by Commissioner Dyer-Deckrow.

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Vote taken: 4 yes, 0 no, 1 abstain (Commissioner Kishigo), 0 absent.  
Motion passed.

Motion made by Commissioner Dyer-Deckrow to elect Commissioner Bott as Vice-Chair for the next one year term by acclamation, seconded by Commissioner Givens.  
Vote taken: 4 yes, 0 no, 1 abstain (Commissioner Bott), 0 absent.  
Motion passed.

Motion made by Vice-Chair Bott to elect Commissioner Dyer-Deckrow as Treasurer for the next one year term by acclamation, supported by Commissioner Givens.  
Vote taken: 4 yes, 0 no, 1 abstain (Commissioner Dyer-Deckrow), 0 absent.  
Motion passed.

Motion made by Vice-Chair Bott to elect Commissioner Givens as Secretary for the next one year term by acclamation, supported by Commissioner Dyer-Deckrow.  
Vote taken: 4 yes, 0 no, 1 abstain (Commissioner Givens), 0 absent.  
Motion passed.

Motion made by Vice-Chair Bott to adopt the agenda as presented and amended, supported by Commissioner Dyer-Deckrow.  
Vote taken: 5 yes, 0 no, 0 abstain, 0 absent  
Motion passed.

Commissioner Dyer-Deckrow left at 10:32 am.

Motion made by Vice-Chair Bott to adopt the minutes of September 10, 2005 as presented and amended, supported by Commissioner Blumberg.  
Vote taken: 4 yes, 0 no, 0 abstain, 1 absent (Commissioner Dyer-Deckrow)  
Motion passed.

Public comment opened at 10:35 am.

Susan A. Swadling, John Bott, Cheryl Kishigo, Theresa Keshick, Michael Givens, Laura Blumberg and Carrie Carlson.

Commissioner Dyer-Deckrow returned at 10:37 am.

Councilor Fred Harrington came in at 10:46 am and left at 10:47 am.

Public comment closed at 10:48 am.

Presentation by Jim McKeith, Great Lakes Petroleum

This presentation covered many aspects to operate a gas station convenience store. Mr. McKeith answered questions concerning fuel suppliers and record keeping for the fuel. In March, the Michigan Petroleum Association show will be in Grand Rapids and is a good source of information for small fuel convenience stores. He recommended sending a tribal representative to this conference.

Commissioner Blumberg left at 11:52 am.

Commissioner Blumberg returned at 11:54 am.

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Mr. McKeith continued his discussion regarding inside sales and services that could be offered at Biindigen.

Commissioner Dyer-Deckrow left at 11:55 am.  
Commissioner Dyer-Deckrow returned at 12:02 pm.

Break at 12:04 pm  
Reconvene at 12:13 pm.

Presentation by Mike Mankin, Jr., Mankin Fish  
Mr. Mankin presented information regarding his fish market. Samples of his products were made available to the attendees.

Chair Kishigo left at 12:43 pm.  
Chair Kishigo returned at 12:44 pm.

Commissioner Blumberg left at 12:50 pm.

Council feedback  
Discussed the Roles and Responsibilities training scheduled on October 20<sup>th</sup> and 21<sup>st</sup>.  
Discussed the new stipend, per diem and mileage procedures recently implemented.  
Discussion was held regarding the chain of command commission business follows before it goes to Tribal Council.

Staff report  
Kings Inn

- The pool was closed mid-September for the year.

Chair Kishigo left at 12:53 pm – turned the meeting over to Vice-Chair Bott.

- There was a problem with the pool gas meter again. It seems that DTE was not aware it had been turned on; we will be billed for the season of heating the pool.
- A contract for the General Manager will be negotiated for her services over the winter.
- Lightning struck the office building damaging the telephone system and a television set. Insurance will cover the damage but we will have to pay the deductible.
- Property taxes have been paid out of Kings Inn checking account.

Bell's Fishery

- General Manager position has not been posted.
- A Hazard Analysis Critical Control Point (HACCP) plan has been put in place for Bell's
- Tribal Council has approved \$50,000 for Bell's; \$33,000 has been paid on taxes.

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Bell's Fishery continued:

- Kevin Schlappi has set up a deal with Grand Traverse Bay Band for fish; need to have Al Colby, Jr, Tribal Administrator, request dollars from Tribal Council to buy fish.
- Wood for the smoker is coming from a private owner at this time.
- Workers have a problem contacting the person in charge at Bells.
- Two employees are working the cash register.

Biindigen

- Lightning struck the station this week damaging the gas computer system – no gas was available until it was repaired that night.
- General Manager position has been posted – several applications and resumes have been received. Interviews need to be scheduled.
- Deli has low sales on the weekend – suggested more signage.

Tax Vouchers

- Economic Development Department (EDD) staff visited Grand Traverse Bay Band (GTB) to discuss policy and procedures for their tax agreement vouchers.
- GTB develops their own list of Resident Tribal Members from a form filled out by the members. Their address is verified by including a copy of a utility bill with their name on it.
- Obtained copies of GTB tax forms – EDD will develop a version usable by LTBB.

Tribal Chairman Frank Ettawageshik stopped in at 1:24 pm.

Recess at 1:25 pm.

Commissioner Blumberg returned at 1:27 pm.

Chair Kishigo returned at 2:18 pm.

Reconvened at 2:49 pm.

Vice-Chair Bott turned meeting over to Chair Kishigo.

Reviewed information from the M-Tech Energy Demonstration Center in Traverse City, staff attended the grand opening on October 1<sup>st</sup>.

Motion made by Commissioner Dyer-Deckrow to accept the staff verbal report, supported by Vice-Chair Bott.

Vote taken: 5 yes, 0 no, 0 abstain, 0 absent

Motion passed.

Chair report

- Discussed the inclusion of the Trap Net operation in the Odawa Enterprise business plan.
- The CDFI grant has been awarded to LTBB in the amount of \$109,000.00.

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- Discussed the travel for the December CDFI training in Albuquerque.

Motion made by Vice-Chair Bott to accept the Chair's written and verbal report, supported by Commissioner Dyer-Deckrow.

Vote taken: 4 yes, 0 no, 1 abstain (Chair Kishigo), 0 absent.

Motion passed.

Vice-Chair report – no report.

Treasurer report

Reviewed budget modification for meeting expenses.

Motion made by Commissioner Givens to approve budget modification #fy2005 1103-0-31-01, supported by Commissioner Blumberg.

Vote taken: 5 yes, 0 no, 0 abstain, 0 absent

Motion passed.

Motion made by Vice-Chair Bott to accept the Treasurer's verbal report, supported by Commissioner Givens.

Vote taken: 5 yes, 0 no, 0 abstain, 0 absent.

Motion passed.

Motion made by Vice-Chair Bott to authorize stipend, mileage and per diem for those commissioners attending the Commissions, Boards and Committees Rolls and Responsibilities training on October 20<sup>th</sup> and 21<sup>st</sup>, supported by Commissioner Blumberg.

Vote taken: 5 yes, 0 no, 0 abstain, 0 absent

Motion passed.

Secretary report – no report.

Commissioner Dyer-Deckrow left at 3:20 pm.

There are three holidays in November on the 11<sup>th</sup>, 24<sup>th</sup> and 25<sup>th</sup>. The offices will be closed in observance.

Commissioner Dyer-Deckrow returned at 3:23 pm.

Odawa Enterprise business plan will be the subject for the work session on October 9<sup>th</sup>.

Strategic plan – tabled.

Public comment opened at 3:26 pm. – no comment

Public comment closed at 3:27 pm.

No closed session.

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Tribal Councilor Fred Harrington came in at 3:27 pm.

Reviewed the 2006 meeting schedule.

Next meeting will be on November 12<sup>th</sup> at 9:30 am.

Motion made by Vice-Chair Bott to adjourn the meeting, supported by Commissioner Dyer-Deckrow.

Vote taken: 5 yes, 0 no, 0 abstain, 0 absent

Motion passed.

Meeting adjourned at 3:42 pm.

\_\_\_\_\_, Michael Givens, Secretary